



**Board of Nursing Home Administrators
Meeting Minutes
February 8, 2008**

Time: 9:30 a.m.

Location: **Department of Health**
Point Plaza East
310 Israel Road SE
Tumwater, WA 98501
Link for directions at the end of this notice

Contact Person: Kendra Pitzler, Program Manager
(360) 236-4723

Board Members Present: Daniel Murray, Vice-Chair, NHA
Stacy Mesaros, NHA
Kylle Fish, NHA – By Telephone
Ila Pound, RN
Mary Sue Gorski, ARNP
Carol F. Hart, Public Member

Assistant Attorney General: Gail Yu, Assistant Attorney General

Staff Present: Paula Meyer, Executive Director
Judy Young, Staff Attorney
Kendra Pitzler, Program Manager
Robin Sheldon, Program Assistant
Donna Rogers, Disciplinary Program Manager
Renae Hannahs, Licensing Staff

1. Opening – Daniel Murray, Vice Chair – DISCUSSION/ACTION

- A. Call to Order – Daniel Murray, Vice-Chair, called the meeting to order on February 8, 2008, at 9:40a.m.
- B. Introductions – Made by the Board of Nursing Home Administrators (BNHA) members and staff.
- C. Order of Agenda –Add agenda item #5, F: Board Appointments.
- D. Correspondence – There was no correspondence.
- E. Announcements – Mary Ersek, BNHA Member, has given her resignation from the board, effective April 11, 2008.
- F. Other

2. Consent Agenda—DISCUSSION/ACTION

Items listed under the consent agenda are considered to be routine agency matters and will be approved by a single motion of the Board without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.

A. February 8, 2008 agenda.

B. Approval of November 9, 2007 minutes.

C. Sunrise Recommendations.

D. NAB Report on Mid-year Meeting.

Decision: A motion was made and passed to accept the consent agenda items, including the agenda as amended.

3. Presentation on Disciplinary File Reviews –Donna Rogers.

Discussion: Donna Rogers, Disciplinary Manager, spoke to the board about completing the sanctions guidelines worksheet for every discipline file that they review. The board member is encouraged explain their recommendation and indicate why the specific action is recommend.

4. Executive Director Report – Paula Meyer - DISCUSSION/ACTION

A. Governors Budget – The Board reviewed the governor’s budget included in their packet. Paula Meyer was available for questions.

B. Legislation

Discussion/Action: Paula Meyer gave a report on proposed legislation, including the following Bill Numbers (companion Bill) and Summary:

SHB 1103 – Health Profession.

HB 2428 – MRSA Reporting.

HB 2494 – End of Life health care directives; POLST – clarifies resuscitate or do not resuscitate for emergency personnel.

HB 2600 – Drug collection and disposal.

HB 2667 (6220) – Nurse Delegation in community based care setting – allowing nursing assistants to administer insulin injections.

HB 2668 (6222) – Long Term Care.

HB 2693 –Basic training and certification for Caregivers: certifies caregivers with DSHS.

HB 2883 (6458) – UDA – Improving patient safety through increased regulations. DOH request legislation.

HB 2907 (6506) – Modifies the operating agreements between the MQAC, NCQAC and the Board of Pharmacy to allow employment of the executive director by the board/commission; amends the secretary of health responsibilities in 43.70.

HB 3064 (substituted for 2600 which is in packet) – Drug collection and disposal.

Board of Nursing Home Administrators

November 9, 2007

Agenda – Page 3

HB 3144 – Web site.

HB 3293 (6869) – License fees.

SB 6220 (2667) - Nurse Delegation in Community Based Settings.

SB 6222 (2668) – Long Term Care.

SB 6458 (2883) – UDA Improving Patient Safety through Increased legislation.

SB 6502 (2907) – Modifies the operation agreements between the MQAC, NCQAC, and the Board of Pharmacy.

C. Health Services Quality Assurance Accomplishments and Reorganization Update. The Board reviewed the accomplishments and reorganization updates included in their packet. Ms. Meyer was available for questions.

D. Operating Agreement and Budget

Discussion/Action: The Board reviewed the operating agreement and latest budget report. Ms. Meyers went over the specific items. More information regarding an increase in credential fees will be discussed at next meeting.

5. Program Manager Report – Kendra Pitzler - DISCUSSION/ACTION –

A. Update on Nursing Home Administrator Licensing Rules.

DISCUSSION/ACTION: Ms. Pitzler updated the Board on the status of the rules. While the proposal is ready to be sent out for comment, an issue regarding the exemptions for administrator-in-training programs has surfaced. A potential applicant has contacted staff indicating that one of the colleges approved by the National Association of Boards of Examiners for Long Term Care Administrators (NAB) has both a certificate and baccalaureate degree program. He indicated both programs are approved by NAB and wondered if both would be accepted in lieu of the administrator-in-training program. The certificate program does not include a internship in a nursing home. The current law only states that an individual who graduated from a long-term care program in a college approved by NAB is exempt from taking an AIT.

The Board asked Ms. Pitzler to research this issue to determine what NAB's qualifications for approval are. This will be brought to the May meeting so that the Board can decide if they want to make further changes to the rules. The rules will be on hold until that time.

B. Update on Mandatory Reporting Rules. The Board reviewed the proposed rules which were filed with the Code Reviser's office on February 6, 2008. The rules are scheduled for hearing on March 12, 2008.

C. Annual Nursing Education Report. The Board reviewed the annual nursing education report included in their packet. Ms. Pitzler and Ms. Meyer were available for questions.

D. Nursing Home Administrator Complaints. The Board reviewed a report which indicates the number and types of complaints that were filed with the Department in the past five years.

E. May and August meeting locations.

Board of Nursing Home Administrators

November 9, 2007

Agenda – Page 4

Discussion/Action: The business meeting for May 2, 2008 will be held in Yakima. The business meeting for August 8, 2008 will be held in Spokane.

F. Board Appointments.

Discussion/Action: Mary Ersek has resigned adding one open professional position on the Board, effective date April 2008. With Mary Ersek's resignation there are currently four Board positions open; one NHA, and three professional (as defined in the WAC). Five applications have been received for the NHA member position. There have been no applications received for the three professional member positions. Two of the terms for the professional positions are expiring in May 2008. Mary Ersek's position will be available in April 2008.

6. **AIT Sub-committee Update – Kendra Pitzler, Stacy Mesaros and Mary Ersek.** The sub-committee updated the Board on progress to obtain AIT preceptorship training. Notes from the January 18, 2008 sub-committee were contained in the board packet. The sub-committee felt that the provider who supplies the material for training may be different than the AIT trainers of the program to preceptors. Therefore, the Board may want to separate the bids for the different items.

7. **Elections of Chair/Vice Chair**

Discussion/Action: Nominations submitted for Chair and Vice Chair. Members unanimously elect Susan Quigley for Chair and Stacy Mesaros for Vice-Chair.

8. **STID Presentations – Judy Young, Staff Attorney**

- A. Michael D. Littman, Case #07-07-A-1017NH – Reviewing Board Member, Susan Quigley.
- B. Justin P. Morris, Case #07-09-A-1007NH – Reviewing Board Member, Stacy Mesaros.
- C. Timothy Moore, Case #07-11-A-1098NH – Reviewing Board Member, Dan Murray.

Discussion/Action: All STIDS were accepted by the Board.

9. **Closed Session – Case Authorization & Case Disposition Panels**

RCW 18.130 gives the Board authority to investigate all complaints and reports of unprofessional conduct as well as issue statement of charges or settlement agreements. This law also gives the Board the authority to establish panels consisting of three or more to perform these duties. Case Authorization and Case Disposition panels are used to review complaints and investigations to determine appropriate actions.

10. **Closing – Daniel Murray, Vice-Chair, adjourned the BNHA business meeting on February 8, 2008, at 1:23 p.m. Minutes recorded by Robin Sheldon.**

Date approved: _____

Vice-Chair: _____